

**CITY OF COTTONWOOD
NOTICE OF REQUEST FOR QUALIFICATIONS**

**DESIGN BUILD SERVICES FOR
RIVERFRONT WATER RECLAMATION FACILITY**

Notice is hereby given that the City of Cottonwood, (hereinafter referred to as “City”) is soliciting Statements of Qualifications from Design-Build (DB) Firms, in accordance with Arizona Revised Statutes (A.R.S.) Title 34, for the design and construction of the **Riverfront Water Reclamation Facility (RWRF)**. The RWRF Project, hereinafter referred to as “The Work” includes: obtaining all required permits; designing; providing all material, equipment and labor necessary to construct the entire 0.3 Million Gallons per Day (MGD) Facility; acceptance testing; and, commissioning of the Facility. The RWRF will have a treatment capacity of 0.3 MGD.

The City invites interested firms to submit written Statements of Qualifications (SOQs) relating to this project. This procurement will be a one-step competition pursuant to A.R.S. § 34-603(C), with the intent to award a contract pursuant to 34-603(E). A Selection Committee, organized pursuant to A.R.S. § 34-603(C)(3), and including at least one employee of the City or a public owner representative appointed by the City, will evaluate the Respondents’ qualifications and experience with similar projects. The City may, at its sole discretion, base its selection on the review of the SOQs or may select **THREE (3) to FIVE (5)**, or as many as the law may allow, from those submitting SOQs for interviews and hold the interviews. The selection criteria and relative weight of the selection criteria to be used in drafting and evaluating the SOQs are set forth in this RFQ. The selection criteria and relative weight of the selection criteria to be used in interviews, if interviews are held, will be provided to the participants prior to the interviews. The firms on the final list and their order on the final list shall be determined either solely through the evaluation of SOQs if interviews are not held or through the combined results of the interview process and evaluation of SOQs if interviews are held. The City intends to enter into negotiations, pursuant to A.R.S. § 34-603(E) with the top ranked Respondent. If necessary and pursuant to A.R.S. § 34-603(E), the City may enter into negotiations with subsequently ranked Respondents.

A complete copy of this RFQ may be obtained by calling **928-634-0186 ext. 3309**, or a copy may be picked up during regular business hours at the **Development Services Department**, 111 North Main Street, Cottonwood, Arizona. Respondents are invited to review the information and to submit their Statements of Qualifications in accordance with the criteria established within this RFQ. Written questions regarding this RFQ must be received by the Public Works Department no later than 72 hours prior to the due date. Questions may then be responded to by written amendment to this document. **Oral statements or instructions shall not constitute an amendment to the RFQ.**

All submittals must be received by the due date and time assigned at the submittal location specified herein. **Any response not received at the specified submittal location after the due date and time assigned will be returned unopened.** The City of Cottonwood reserves the right to reject any or all submittals, or to withhold the award for any reason it may determine, and to waive or not to waive any informalities in any submittal. All information regarding the content

of the specific submittals will remain confidential until a contract is finalized or all proposals are rejected.

The City is an equal opportunity employer and minority business enterprises and women's business enterprises are encouraged to submit SOQs.

SUBMITTAL DUE DATE: February 15, 2011 AT 3:00 P.M. MST TIME

SUBMITTAL LOCATION:

Cottonwood City Hall

Attn: City Clerk

827 North Main Street, Cottonwood, AZ

PRE-SUBMITTAL CONFERENCE DATE: February 2nd, 2011

TIME: 1:00 P.M. MST TIME

LOCATION: Public Safety Building Conf. Room "A"
199 South 6th St. Cottonwood AZ.

QUESTIONS SHALL BE DIRECTED TO:

Troy Odell, P.E.

**City of Cottonwood Development
Services Department**

111 North Main Street, Cottonwood, AZ

86326

todell@cottonwoodaz.gov

Marianne Jiménez, City Clerk

Publish Dates: The Verde Independent

January 16, 2011

January 23, 2011

Publishers Affidavit Required